

**ADMINISTRATIVE - INTERNAL USE ONLY**

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HEADQUARTERS OPERATIONS, MAINTENANCE  
AND ENGINEERING DIVISION WEEKLY REPORT  
PERIOD ENDING 11 July 1984

**I. Progress Report on Tasks Assigned by DCI/DDCI:**

No items this reporting period.

**II. Items/Events of Major Interest:**

a. Quality of Life: Rewallpapering of the first floor elevator cores commenced on 9 July 1984. Each of the four areas will have the former paper, which was white, replaced with a color tint to emphasize the different painted accents of each area. United Painters and Decorators expects to finish the work by the middle of next week.

The Printing and Photography Division, OL, has printed replacement sections for the damaged map of Paris in the 1B elevator core. GSA will replace the sections of the map in about 3 weeks.

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b. Workplace Standards: [redacted] Psychological Services Division, Office of Medical Services, has compiled standards for workplace video display tube (VDT) users' furniture and environmental engineering and is working actively to apply his findings. Many offices in the Directorates of Intelligence and Operations are using his services, and some customers plan to accompany him when he visits Mr. Bud Brogan, Director, Market and Research Analysis Division, National Furniture Center, GSA, in Crystal City on 11 July 1984. Plans are for [redacted] to present a slide show of VDT user requirements and to review GSA's latest furniture proposals and regulations. The Interior Design Consultant, OL/HOME, and a contracting officer from Procurement Division, OL, will accompany the group.

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c. Hydraulic Barricades: Hardesty, Inc., has installed two barricades at the George Washington Memorial Parkway entrance to the Headquarters Compound that were scheduled to be installed at the Route 123 entrance. The second shipment of barricades has still not been received. [redacted]

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d. Transportation: Limousine service was provided for the Near East and South Asia Division, D0, from 16 through 23 June 1984.

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e. Drawings - Headquarters Building: Last week construction drawings were released by the Architectural Design Staff (ADS), OL/HOME, to West Group, Inc., for the construction in the 4E Corridor. The Office of Soviet Analysis (SOVA), DDI, has requested minor changes to part of the area, and ADS is waiting for their decision in this regard.

ADS has completed all changes to drawings for construction in the 5E Corridor, requested by the Physical Security Division, Office of Security, and the Safety Staff, DDA. SOVA has requested some changes, and ADS is awaiting their decision, as well as complete mechanical and electrical drawings from the Engineering and Construction Branch, OL/HOME, before final drawings can be released and work begun.

Drawings for the installation of 50 window grilles in the 7B Corridor were completed and issued to the Operations and Maintenance Branch (O&MB), OL/HOME, on 10 July 1984. This work is for the National Intelligence Council, DCI.

Representatives of ADS and the CAMS Integration Staff, Intelligence Community Staff, DCI, met to discuss the move from Room 5E47 to GH62. Plans for this move are being prepared.

e. Street Lighting: A high voltage specialist has been working since 27 June 1984 to repair the street lighting circuits cut by others. The contractor is expected to be onsite for at least two weeks.

f. Temporary Sidewalk on Main Entrance Road: The bid package is ready to go on the street; however, it is on hold until the hydraulic barricade contractor finishes his work at the main gate.

g. Temperature Surveys: At the request of the occupants of Rooms 2D55, 2D00, 2D04, and 1H5126, hygrothermographs were placed in those areas. The results of the surveys showed temperatures between 68 and 70 degrees Fahrenheit in 1H5126, between 70 and 78 in 2D04, and between 76 and 84 in 2D55.

The hygrothermograph in 2D00 had been placed in the office of a deputy chief. When it was checked on Tuesday, 3 July 1984, someone had hung six washers from the temperature pointer in order to show faulty high temperatures. The high temperatures in Room 2D55 are the result of years of misbalancing and low air flow. These problems should be resolved when the contract for a fan motor and speed changes is completed.

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h. Northside Feeder Installation: The design for the installation of new feeders in the Northside electrical ductbank has been completed and given to the New Building Project Office for implementation. Design for control wiring to be installed in conjunction with the feeders will be completed under a direct Agency contract with Girard Engineering, the designers of the Northside Utility Line Project.

i. Northside Utility Line Project: The Northside steam and condensate lines were placed into full operation the week of 25 June 1984. The remaining underground chilled water line leaks are located beneath the North Loading Dock Access Road and at the base of the power plant. The Northside Utility contractor, E.J. Murray, is now claiming that heavy equipment traffic on the North Loading Dock road by the new building contractor, George Hyman, Inc., is causing movement in the piping which results in leaks. E.J. Murray is claiming further that ground water at the base of the power plant is causing the pipes to shift, resulting in the leaks at this location. GSA is currently working with the contractor to resolve these problems. GSA could provide no scheduled date for completion of this project.

j. Installation of Dual Setpoint Thermostats: The recalibration for summer operation of the new induction unit thermostats installed in the Headquarters Building by Contel contract personnel working out of the Engineering and Construction Branch (E&CB), OL/HOME, was completed circa 15 June 1984. Installation of the approximately 700 thermostats began in November 1983 and was completed (including the winter calibration work) by 7 April 1984. Summer calibration work could not begin until the induction unit system was converted to the cooling mode.

k. Survey: Kidde Consultants, Inc., began their site survey work on the 7F Operations Center the week of 2 July 1984. Design of this project is scheduled to be completed in 60 days to allow commitment of FY-84 construction funds.

1. Renovations at Headquarters Building:

Watch Office - Office of Communications (OC): The 100 percent design package was reviewed and comments returned to Kidde Consultants, Inc. The final drawings and specifications package is scheduled to be completed by Kidde on 13 July. Contract bid packages are scheduled to be sent to selected contractors the week of 16 July.

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At a meeting with OC the week of 2 July 1984, E&CB informed them that construction completion would be mid- to late-December 1984. E&CB personnel accompanied OC to Baltimore on 5 July to review a proposal by Adler Design, Inc., on the world map to be installed in the new Watch Office. OC was impressed with the presentation, and a written proposal will be sent by Adler for fabrication and installation of the map.

Office of Current Production and Analytic Support (CPAS) - Ground Floor: A "kick-off" design meeting was held between CPAS, E&CB, and Kidde Consultants, Inc., on 6 July 1984 for the renovation of an 11,000 square foot area in the GH Corridor of the Headquarters Building. This design is scheduled to be completed in 60 days to allow commitment of FY-84 construction funds.

OSO Renovation: The A-E firm of Nash-Love began the site survey work on 9 July for the renovation of approximately 14,000 square feet of OSO space on the GE and GD Corridors. This design is scheduled to be completed in 60 days to allow commitment of FY-84 construction funds.

SOVA Renovations: Demolition work is progressing on schedule on the 4E Corridor renovations. The new work design was delivered to the contractor on 3 July 1984, and the Notice to Proceed was prepared on 2 July 1984. Suspended ceiling installation began on 5 July 1984. The design is nearly completed and should be available for delivery to the contractor on 16 July for a cost proposal.

m. Preparations for Wang Installations: The GSA Electric Shop worked overtime on 7 July to complete preparations for Wang installations in Rooms 1D40/1D4050, GH51/1G34, and 7C35, Headquarters Building.

n. Removal of Unused Materials: After a walk through with the Building Manager, State Group, GSA, five truckloads of GSA's unused materials were removed by them from the 2430 E. Street complex, which freed up space in the mechanical room and storage area for the Office of Technical Services. In addition, the Agency has removed one truckload of Agency-owned unused miscellaneous items, with more truckloads expected in the near future.

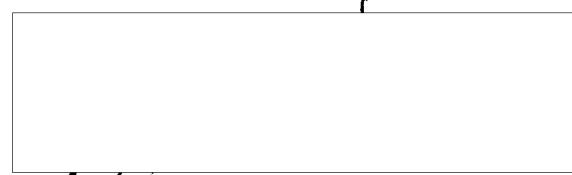
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o. Air-Conditioning - Central Building: The Office of Technical Services experienced air-conditioning failure when the 75-ton unit in the attic was damaged beyond repair due to metal fatigue last week. GSA responded immediately by ordering a new 80-ton unit and going to Harrisonburg, Virginia, to pick it up. They had to remove an existing window and enough masonry wall to make a 3-foot by 6-foot hole in order to remove the old unit and to set the new unit in place. The appropriate GSA shops worked around the clock to complete this installation. The manufacturer's representative for the new unit is in the process of balancing the system, and the unit is expected to be in full operation by 12 July.

**III. Significant Events Anticipated During the Coming Week:**

None.

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and Engineering Division

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